

## **MAJOR GENERAL PLAN AMENDMENT SUFFICIENCY REVIEW PROCESS**

The purpose of a Major General Plan Amendment Sufficiency Review is to ensure that adequate information is submitted to clearly explain what is being proposed and why the change is being proposed.

By state law, the review of Major General Plan Amendments are time constrained, in that they are only reviewed once per calendar year; they are all reviewed at the same time; they are required to undergo a 60-day review period by certain state and local agencies, as specified in the state statutes; and the review must be completed within the calendar year in which the amendments are submitted. Since Minor General Plan Amendments are not time constrained, it is not as important for applicants for Minor General Plan Amendments to submit their applications for a Sufficiency Review, but they are welcome to do so.

Failure by the applicant to submit sufficient information about the proposed amendment may make it difficult for the City to complete its review in the manner provided for by law and in a timely fashion. The Sufficiency Review is done to determine if sufficient base information has been submitted to require the submission of multiple copies of the proposal and start the formal review. The quality of the information is not thoroughly assessed during the Sufficiency Review, but occurs during the formal review.

When you are ready to request a Sufficiency Review, the Planner assigned to your project will meet with you to receive the initial application packet and project/proposal description. The Planner will take the initial application packet and project/proposal description and conduct a Sufficiency Review in about one week. After completing the Sufficiency Review, the Planner will issue a letter indicating if the application contained sufficient information to initiate a formal review or if the submission of additional information is recommended.

All applicants should allow themselves adequate time to schedule a Sufficiency Review application submission, allow an initial review of the application and response by the Planner, and make revisions to the application for submission prior to the filing deadline.

The “General Plan Amendment Criteria Guide” and the “General Plan Amendments Review Checklist” provide guidance regarding what information is expected in the application submission. At a minimum, all applicants should provide the information specified in Sections 1. and 2. of the “General Plan Amendments Review Checklist.” Additional information related to items noted in Section 3 should only be submitted to the extent that they are applicable to the project.

If you have any questions regarding the General Plan Amendment Sufficiency Review Process, please contact the Community Development Department, Planning & Zoning Division, by stopping by at 14455 W. Van Buren Street, Building D, Goodyear, AZ or by calling 623-932-3005.



**CITY OF GOODYEAR**  
**2017 SCHEDULE**  
**MAJOR AMENDMENTS TO GENERAL PLAN**

<b>Date</b>	<b>Day</b>	<b>Action</b>
April 14, 2017	Friday	Deadline for Submitting Application for Major Amendment Administrative Completeness Review
<b>June 6, 2017</b>	<b>Tuesday</b>	<b>Deadline for completing Administrative Completeness Review</b>
June 7, 2017	Wednesday	Commence Substantive Review
June 26, 2017	Monday	Start of formal 60 day review period by Review Agencies
August 25, 2017	Friday	End of formal 60 day review period by Review Agencies
August - Sept.		Conduct Citizen Review Meeting(s)
September 20, 2017	Wednesday	Planning and Zoning Commission Work Session - GPA Briefing (After regular meeting)
September 25, 2017	Monday	City Council Work Session - GPA Briefing
October 18, 2017	Wednesday	Planning and Zoning Commission Public Hearing #1
November 15, 2017	Wednesday	Planning and Zoning Commission Public Hearing #2
December 11, 2017	Monday	City Council Public Hearing to consider General Plan Amendments

**NOTES:**

1. Applicants are required to attend at least one Pre-Application Meeting to discuss their proposed General Plan Amendment before submitting a formal application.
2. Pre-Application Meetings are held every Thursday afternoon and may be scheduled by submitting a completed Pre-Application Submittal Form to the Planning & Zoning Division at least 10 days before the requested meeting date.
3. Applicants are also advised to schedule an appointment with a staff planner for an Application Sufficiency Review before submitting a formal application. Failure to schedule an Application Sufficiency Review may result in the application not being accepted for processing.